

# **RECORD OF TRIAL BY SUMMARY COURT-MARTIAL**

1a. NAME OF ACCUSED <i>(Last, First, MI)</i>	b. GRADE OR RANK	c. UNIT OR ORGANIZATION OF ACCUSED	d. SSN
2a. NAME OF CONVENING AUTHORITY <i>(Last, First, MI)</i>	b. RANK	c. POSITION	d. ORGANIZATION OF CONVENING AUTHORITY
3a. NAME OF SUMMARY COURT-MARTIAL <i>(If SCM was accuser, so state.)</i>	b. RANK	c. UNIT OR ORGANIZATION OF SUMMARY COURT-MARTIAL	
(Check appropriate answer)			
4.  At a preliminary proceeding held on _____, the summary court-martial gave the accused a copy of the charge sheet.			YES
5. At that preliminary proceeding the summary court-martial informed the accused of the following:			NO
a. The fact that the charge(s) had been referred to a summary court-martial for trial and the date of referral.			
b. The identity of the convening authority.			
c. The name(s) of the accuser(s).			
d. The general nature of the charge(s).			
e. The accused's right to object to trial by summary court-martial.			
f. The accused's right to inspect the allied papers and immediately available personnel records.			
g. The names of the witnesses who could be called to testify and any documents or physical evidence which the summary court-martial expected to introduce into evidence.			
h. The accused's right to cross-examine witnesses and have the summary court-martial cross-examine on behalf of the accused.			
i. The accused's right to call witnesses and produce evidence with the assistance of the summary court-martial if necessary.			
j. That during the trial the summary court-martial would not consider any matters, including statements previously made by the accused to the summary court-martial, unless admitted in accordance with the Military Rules of Evidence.			
k. The accused's right to testify on the merits or to remain silent, with the assurance that no adverse inference would be drawn by the summary court-martial from such silence.			
l. If any findings of guilty were announced, the accused's right to remain silent, to make an unsworn statement, oral or written or both, and to testify and to introduce evidence in extenuation or mitigation.			
m. The maximum sentence which could be adjudged if the accused was found guilty of the offense(s) alleged.			
n. The accused's right to plead guilty or not guilty.			
6.  At the trial proceeding held on _____, the accused, after being given a reasonable time to decide, <input type="checkbox"/> did <input type="checkbox"/> did not object to trial by summary court-martial. <i>(Note: The SCM may ask the accused to initial this entry at the time the election is made.)</i>			
(Initial)			
7a.  The accused <input type="checkbox"/> was <input type="checkbox"/> was not represented by counsel. <i>(If the accused was represented by counsel, complete b, c, and d below.)</i>			
b. NAME OF COUNSEL <i>(Last, First, MI)</i>			c. RANK <i>(If any)</i>
d. COUNSEL QUALIFICATIONS			

8. The accused was arraigned on the attached charge(s) and specification(s). The accused's pleas and the findings reached are shown below:

CHARGE(S) AND SPECIFICATIONS	PLEA(S)	FINDINGS <i>(Including any exceptions and substitutions)</i>

9. The following sentence was adjudged:

10. The accused was advised of the right to request that confinement be deferred. *(Note: When confinement is adjudged.)*

☐ YES ☐ NO

11. The accused was advised of the right to submit written matters to the convening authority, including a request for clemency, and of the right to request review by the Judge Advocate General.

☐ YES ☐ NO

12. AUTHENTICATION

\_\_\_\_\_  
*Signature of Summary Court-Martial*

\_\_\_\_\_  
*Date*

13. ACTION BY CONVENING AUTHORITY

\_\_\_\_\_  
*Typed Name of Convening Authority*

\_\_\_\_\_  
*Position of Convening Authority*

\_\_\_\_\_  
*Rank*

\_\_\_\_\_  
*Signature of Convening Authority*

\_\_\_\_\_  
*Date*